

BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES OF THE MEETING OF THE BOARD

DATE 24 October 2012

**PLACE 1511 Pontiac Avenue, Building 68-1 Conference Room,
Cranston, RI**

**MEMBERS PRESENT Chairman Steven Pilz, Vice Chair Sara
Bradford, Secretary Michael Dowhan and
Mr. John Carter, Board Member**

OTHERS PRESENT Mrs. Lois A. Marshall, Administrative Assistant

**AGENDA ITEM 1 Chairman Pilz called the meeting to order at 2:15
PM.**

Call to Order

**AGENDA ITEM 2 Mr. Carter made a motion, seconded by Vice Chair
Bradford, to approve the**

**Approval of Minutes Regular and Executive Session minutes of the
26 September 2012 meeting. The**

motion was passed; four in favor. Voting in favor; were Chairman

Pilz, Vice

Chair Bradford, Secretary Dowhan and Mr. Carter, Board Member.

AGENDA ITEM 3

Executive Session Because of the nature of the following items, Chairman Pilz made a

motion, seconded by Secretary Dowhan to hold an Executive Session

according to Section 42-46-5a of the Rhode Island General Laws, for sessions or

work sessions pertaining to collective bargaining or litigation under Section 42-46-

5(a) (2) and for investigative proceedings regarding allegations of civil or criminal

four in favor. Voting in favor were Chairman Pilz, Vice Chair Bradford, Secretary Dowhan and Mr. Carter, Board Member.

Chairman Pilz made a motion, seconded by Secretary Dowhan, to seal the executive session and record the votes taken in executive session pursuant to RIGL §42-46-4 and §42-46-5. The motion was passed; four in favor. Voting in favor were Chairman Pilz, Vice Chair Bradford, Secretary Dowhan and Mr. Carter, Board Member.

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Chairman Pilz made a motion, seconded by Secretary Dowhan, pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a).

The motion was passed; four in favor. Voting in favor were Chairman Pilz, Vice Chair Bradford, Secretary Dowhan and Mr. Carter, Board Member.

Record of Votes Taken in Executive Session

Executive Agenda Item #3.1. – Disclosure deferred.

Executive Agenda Item #3.2. – Disclosure deferred.

AGENDA ITEM 4

Correspondence None

AGENDA ITEM 5 a. Rules & Regulations

Old Business

A workshop was held on 4 October 2012 all members were present.

Chairman Pilz stated that he will prepare a draft of the definition of responsible charge based on research from other state boards. Chairman Pilz scheduled the next workshop for 15 November 2012 at 5:30PM.

b. Legislation

No new information to report.

c. Miscellaneous

1. Chairman Pilz contacted CLARB for a second time regarding foreign degree evaluations. CLARB informed Chairman Pilz about ECE Evaluation Service which can assist applicants with foreign degrees. Chairman Pilz will continue to research the services offered by ECE.

AGENDA ITEM 6 a. Miscellaneous

New Business

1. None

b. Next meeting – 28 November 2012

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AGENDA ITEM 7

Applications–LA & COA

LA applications

None

COA application:

The Board reviewed the following initial Corporation/LLC COA applications:

DiPrete Engineering Associates, Inc. listing Alexandra C. Avery in responsible charge, filing as a Corporation.

Christopher LaGuardia / Christopher LaGuardia in responsible charge, filing as a Corporation.

Kevin M. Alverson Landscape Architecture, LLC dba Kevin M. Alverson, LA listing Kevin Alverson in responsible charge, filing as a Limited Liability Company.

When Mr. Alverson's LLC is approved he wishes to withdrawn his LA Sole Proprietorship #LA20,167

Chairman Pilz made a motion, seconded by Secretary Dowhan, to approve the above listed COA applications pending receipt of a Certificate of Good Standing from the Rhode Island Secretary of State. The motion was passed; three in favor one abstained. Voting in favor were Chairman Pilz, Vice Chair Bradford and Secretary Dowhan. Mr. Carter, Board Member abstained.

ADJOURNMENT Chairman Pilz made a motion, seconded by Vice Chair Bradford, to adjourn at

3:35 PM. The motion was passed; four in favor. Voting in favor were Chairman

Pilz, Vice Chair Bradford, Secretary Dowhan and Mr. Carter.

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